

WETCC Council of Trustees Meeting

Tuesday, August 17, 2021,

2:00 p.m.

Virtual & In-Person Meeting

MEETING MINUTES

Call to order: The meeting was called the order at 2:09 p.m. by Chairperson, Sue Heisler.

Present: Sue Heisler, Brent Gish, Monica Hedstrom, Dana Goodwin (virtual/in-person), Joy Annette (Virtual), LeAnn Person (virtual)

Others Present: Lorna LaGue, Joan Lavoy, Kim Turner, Landa Moore, Lisa Brunner, Indosa Montoya (recorder)

- I. **Approval/Amendments to agenda** – Attorney, David DeGroat will join the meeting by zoom when he is available as he is currently in court. The COT will hold an executive session when David is present. A motion to approve the agenda was made by Monica, second by Brent. Motion carried 5-0.

Leann Person joined the meet at 2:12 p.m. (Virtually)

- II. **Public Comments (5 minutes each)** - None

- III. **Introduction of New Employees:** None

Chairperson inquired the status of the Academic Dean Lorna responded, there are interviewes scheduled and a second round of interviews being planned which will include staff participation.

- IV. **Department Updates:**

Kim Turner, Customized Education program shared an infograph updated in the spring. The department has been working on the Pathways to Prosperity (P2P) grant and customized ed overall, 47 classes with 818 hours of education, and 1108 participants. The P2P grant is ending; 80% of the P2P goal has been met, recent audit went well and they are researching the new grant that has been announced.

Joan LaVoy, Head Start Pathways program - applied for and received a grant TCU partnership with UMC focused on head start staff/teachers. Expanded the search to other areas around the reservation and are targeting 20 students per cohort the AA Cohort is at WETCC, and the BS Cohort is at UMC. Program includes scholarships and benefits, online courses, books paid, a laptop, and cultural based teachings.

Dana Goodwin joined in person at 2:27 p.m. (was virtual).

- V. **Action Items:**

- A. **Approval of Meeting Minutes:**

- i. The Regular Meeting Minutes of July 20, 2021, were reviewed. Motion by Monica, second Brent to approve. Motion Carried 6-0.
- ii. Special Meeting of August 15, 2021 – Waiting on minutes to be finalized by LeAnn.

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B. Financial Statements:

- i. Financial Narrative & Presentation of Reports - Landa Moore
 1. July 2021 Statements
 2. July Foundation Report
 3. July Check Register

Financial Narrative & Presentation of Reports

Landa Moore presented the July 2021 financial statements showing the month of July closed with a loss of \$339,750. Salary and benefits continue to be the largest expenditures.

Landa explained There will be a large draw from Title III and other funding sources. Goals are to wait until 2022 to present the new financial reporting format. Tucker, Kurt's replacement, is at White Earth to help with GP support. Working on finding a new consultant to move payroll in-house with QuickBooks. We have \$6.4 million in the bank however, some funds are restricted.

Joy is requesting a breakdown of funds by categories. Landa will have this completed by the end of the week. Brent stated we need our software so finance can complete their job.

Motion by Brent to approve the reports, second by Dana. Motion Carried 5-1 (Joy Annette opposed).

C. **David DeGroat, Attorney** joined the meeting for a board in-service. He reviewed the WETCC Charter, Articles of Incorporation, & COT Bylaws.

- Duty of care- Judicious use of all assets, including, facility, people, and goodwill, and kind of fiduciary duty, manage assets with the organization's best interest in mind.
- Duty of Loyalty – Ensure that the nonprofit's activities and transactions are related to and advancing its mission.
- Recognize and disclose conflict of interests. Make decisions that are in the best interest of the institution. Not in the best interest individual members.
- Duty of Obedience – Ensure the nonprofit obeys applicable laws and regulations, follow its bylaws and adhere to its stated purpose/mission.
- Compliance to maintain non-profit status is often an issue
 - Maintain tax advantage
 - Maintain 501(c) status
- A board of directors does not necessarily exist solely to fulfill legal duties and serve as a fiduciary of the organization's assets. Board members also play very significant roles in guiding nonprofits by contributing to the organization's culture, strategic focus, effectiveness, and financial sustainability, as well as serving as ambassadors and advocates.

David DeGroat left the meeting at 3:28 P.M.

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D. Executive Session was convened at 3:40 p.m.

During the Executive Session, Brent Gish left the meeting
The Regular Meeting resumed at 5:06 p.m.

Motion by Monica and second by LeAnn to have Sue ask Brent to continue with getting bids from the four professional firms identified. All in favor, motion passed 5-0.

E. Large Expenditures:

- i. University of MN - \$12, 019.52 for the Head Start Grant
Motion by Dana, second by Monica to approve. Motion carried 5-0.

F. Organizational Chart: Proposed Change – Lorna would like to add a Provost position as suggested by the organizational assessment, this is a new position, have discussed it with the cabinet and they agree that it is a good idea. This will provide both the Cabinet and Academic areas more support. The COT asked if the position is sustainable, which Lorna replied yes. In addition, HR would move back to reporting to the President. The Planning and Development Director (previously approved) would oversee customized ed. Motion to approve by Monica, second LeAnn. Motion Carried 5-0.

Joy Left meeting at 5:18 p.m.

G. Policies:

600.09 – Course Test-Out Policy has been updated. Motion by Monica to approve, second by Dana. Motion carried 4-0.

VI. Other

- A. President's Report & Monthly Department updates were not reviewed.
- B. Campus COVID discussion – COVID preparation on campus as of now we have not changed anything and will keep monitoring the surrounding situation.
- C. Alliance of Ojibwe Colleges was not discussed.
- D. Academic Catalog was handed out in the meeting packet.
- E. Faculty Handbook was handed out in the meeting packet.
- F. COT Board Training Opportunities – The COT asked Lorna to coordinate the in-person training for January. Two online options were presented, The Association of Community Colleges (ACCT) and Board Source. The Council would like Lorna to follow up with ACCT.

Dean Johnson has resigned from the board effective August 17, 2021. The Board asked staff to draft a new announcement. Brent Gish has also provided notice of his resignation effective November, 2021 when his term expires.

VII. Calendar Updates:

- A. Faculty return – Mon, Aug 16
- B. All Student Orientation – Wed, Aug 18th, 9:00 a.m & Thurs, Aug 19th, 3:00 p.m.
- C. Classes Resume – Mon, Aug 23rd
- D. Next COT Meeting – *third Tuesday of each month* – September 21, 2021 – 2:00 p.m.

VIII. Adjournment of Meeting

Motion by Monica, second LeAnn to adjourn the meeting at 5:46 p.m. Motion carried 4-0.

